

# City of East Palo Alto Comprehensive Fee Schedule



Effective  
July 1, 2022

**City of East Palo Alto**  
**Miscellaneous Fees**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>MISCELLANEOUS FEES</b>				
1	Photocopy		[1]	
	8.5" x 11" (black & white single side)	each		\$0.10
	8.5" x 11" (color single side)	each		\$0.25
2	Ellis Act Withdrawn Property Administrative Fee	Per Unit Application Units		\$405

**[Notes]**

[1] Includes copies, traffic police reports.

**City of East Palo Alto**  
**Finance Department**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>FINANCE FEES</b>				
1	Checks Returned by Bank or Financial Institution Due to Insufficient Funds	per check	[1]	
	First Returned Check			\$25
	Each Additional Check			\$35
2	Overdue Invoices		[2]	\$10 or 10% per annum, whichever is greater
3	Business License - First Time License Application Fee	each		\$35

**[Notes]**

[1] Fee amount set by State. First returned check: \$25, each additional: \$35.

[2] Unless otherwise specified in the City of East Palo Alto's Municipal Code, \$10 or 10% per annum, whichever is greater; An invoice becomes delinquent one (1) business day following the due date.

City of East Palo Alto  
 Planning Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>PLANNING FEES</b>				[1]
1	<b>Pre-Application Fees</b>			
	Hourly Pre-Application (1 hr. minimum)	per hour		\$308
	Pre-Application Services for Projects Subject to City's Pre-Application Ordinance	deposit	[8]	\$10,781
	Hourly SB 35 Pre-Application (5 hr. minimum)	per hour		\$308
2	<b>Appeals</b>			
	Appeals to City Council (if initiated by City Council - no charge)	each		\$8,394
	Appeals to Planning Commission	each		\$8,394
3	<b>Subdivision</b>			
	Certificate of Compliance	each		\$4,774
	Condominium Conversion	each	[2,8]	\$37,581
	Final Maps (4 lots or less) - Planning Review of Engineering Application	each		\$4,620
	Final Maps (5 - 25 lots) - Planning Review of Engineering Application	each		\$5,236
	Final Maps (>25 lots) - Planning Review of Engineering Application	each		\$5,853
	Lot Line Adjustment	each		\$4,929
	Lot Line Merger	each		\$4,929
	Tentative Maps (4 lots or less)	each	[8]	\$15,402
	Tentative Maps (5 - 25 lots)	each	[8]	\$21,563
	Tentative Maps (>25 lots)	deposit	[8]	\$41,893
	Tentative Map Extension	each	[8]	\$9,241
	Tentative Map Modification	each	[8]	\$9,857
4	<b>Design Review</b>			
	Administrative	each		\$4,313
	Minor Modification to Conditions	each		\$3,080
	Planning Commission Review	each		\$13,862
	Garage Conversions / Minor ADR (120 s.f. or less)	per hour		\$308
5	<b>Legislative Actions</b>			
	General Plan Amendment	deposit	[8]	\$20,023
	Planned Unit Development	deposit	[8]	\$20,023
	Zone Change	deposit		\$20,023
	Zoning Text Amendment	deposit		\$19,714

City of East Palo Alto  
 Planning Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
6	Tree Removal			
	1-2 trees	each		\$375
	3 or more	each		\$802
7	Signage			
	Master/Common Sign Program	each		\$3,696
	Permanent Sign Program (per sign)	each		\$802
	Temporary Sign (per sign)	each		\$214
8	Business License			
	Zoning Review for Business License	each		\$462
9	Use Permit			
	Extension - SFD	each		\$2,672
	Extension - Other than SFD	each		\$8,702
	Modifications to Conditions - Major	each		\$9,241
	Modifications to Conditions - Minor	each		\$3,080
	Public Utility Tower - Major	each		\$11,474
	Public Utility Tower - Minor	each		\$3,080
	Use Permits	each		\$11,474
	Filing Fees - Public Convenience/Necessity Application	each	[6]	\$11,474
	Temporary Use Permit, 1-6 days in 30 days	each		\$267
	Temporary Use Permit, 15-45 Consecutive Days in 1 year	each		\$2,618
	Temporary Use Permit, 7-45 Days in 1 Year	each		\$5,545
	Temporary Use Permit, 7-45 Days in 1 Year Renewal	each		\$360
	Temporary Use Permit, 1 Year Approval	each		\$11,474
	Temporary Use Permit, 1 Year Approval Renewal	each		\$1,728
	Administrative Use Permit (AUP)	each	[4]	\$3,696
10	Zoning Relief			
	Parking Exception - SFD	each		\$2,672
	Parking Exception - Non SFD	each		\$11,474
	Variance	each		\$11,474

City of East Palo Alto  
 Planning Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>11</b>	<b>Environmental</b>			
	Categorical Exemption			
	a) Standard	each		\$1,540
	b) Infill/Other			
	Staff Management & Review	each	[1]	\$7,701
	Consultant Cost	deposit		Actual Cost
	Initial Study			
	a) Staff Management & Review	each	[1]	\$24,643
	b) Consultant Cost	deposit		Actual Cost
	Initial Study - Negative Declaration			
	a) Staff Management & Review	each	[1]	\$24,643
	b) Consultant Cost	deposit		Actual Cost
	Initial Study - Mitigated Negative Declaration			
	a) Staff Management & Review	each	[1]	\$24,643
	b) Consultant Cost	deposit		Actual Cost
	Environmental Impact Studies (EIR)			
	a) Staff Management & Review	each	[1]	\$9,241
	b) EIR Report - Consultant Cost	deposit		Actual Cost
	Mitigation Monitoring - one-time	each		\$3,604
	Notice of Determination (NOD) - CEQA Filing	each	[5]	per State
<b>12</b>	<b>Zoning Clearance (Administrative Review)</b>			
	Accessory Dwelling Unit (ADU)	per hour		\$308
	NEW - SB 9 (3 hr. minimum)	per hour		\$308
	Other Accessory	per hour		\$308
<b>13</b>	<b>Other Administrative Fees</b>			
	Building Permit Review - Minor Res. Improvement	each		\$647
	Building Permit Review - Tenant Improvements	each		\$2,618
	Building Permit Review - Addition of s.f.	each		\$2,095
	Building Permit Review - New SFD	each		\$1,387
	Building Permit Review - New Multifamily	each		\$5,699
	Building Permit Review - New Commercial	each		\$5,699
	Re-Noticing or Special Noticing	each		\$615
	Written Determination by City Planning Manager	each		\$1,540
	Research / Document Review	each		\$3,619
	Planning Hourly Fee (1 hr. minimum)	per hour		\$308
	Address Assignment	each		\$615
	Refund Administrative Fee		[3]	per Policy
	Noticing Fee	each		\$615

**City of East Palo Alto**  
**Planning Division**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
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**[Notes]**

- [1] All fees shall be treated as minimum fees. If service exceeds the minimum fee amount, the Planning Department shall forward a bill for the full amount of the cost to process the permit.
- [2] Refer to Section 7109 of the City Subdivision Regulations.  
  
Refund shall be calculated as follows:
- [3] a) If application has been routed to another division, refund 60% of the permit fee.  
b) If Planning Commission has been notified or project is considered "complete", refund of 40% of the permit fee.
- [4] AUPs will be processed at a staff level, unless written protest is filed, at which point, legal advertisement and public noticing plus staff time to prepare a staff report will be charged to the applicant".
- [5] Fee as set by State Fish and Game Department; may be adjusted from time-to-time to reflect State revisions.
- [6] This fee shall be waived if processed concurrently with a Use Permit Application.
- [7] At the discretion of the City Planning Manager, multiple permits may be covered by the fee for the highest permit if additional substantial staff time is not required.  
  
A surcharge of 25.3% for the General Plan Update also applies. For large projects, the City requires a cost recovery agreement, whereby the fee amount becomes an initial deposit. To determine the initial deposit amount, the City estimates either the required City direct planning labor or has or planning project consultant labor. In these cases, the adopted General Plan Surcharge will be applied one-time to the initial amount of estimated project planning labor hours multiplied by the hourly City planning rate.

City of East Palo Alto  
Engineering Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>ENGINEERING FEES</b>				
1	Grading - Plan Review		[1]	
	< 50 Cubic Yards	each		\$2,678
	50 - 100 Cubic Yards	each		\$2,678
	101 - 500 Cubic Yards	each		\$5,357
	> 501 Cubic Yards	deposit	[2]	\$16,070
2	Grading - Inspection			
	< 50 Cubic Yards	each		\$2,678
	50 - 100 Cubic Yards	each		\$4,018
	101 - 500 Cubic Yards	each		\$16,070
	> 501 Cubic Yards	deposit	[2]	\$21,377
3	Public Improvements - Plan Review		[1]	
	\$	10,000	base fee up to \$10,000	\$2,678
	\$	10,001	base fee at \$10,001	\$2,678
			each add'l \$10,000 or fraction thereof	\$2,678
	\$	50,001	base fee at \$50,000	\$13,391
			each add'l \$10,000 or fraction thereof	\$1,606
	\$	100,001	base fee at \$100,000	\$21,426
			each add'l \$10,000 or fraction thereof	\$268
	\$	500,001	deposit	[2] \$32,139



City of East Palo Alto  
Engineering Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
4	Public Improvements - Inspection			
	\$	10,000	base fee up to \$10,000	\$1,339
	\$	10,001	base fee at \$10,001	\$1,339
			each add'l \$10,000 or fraction thereof	\$669
	\$	50,001	base fee at \$50,000	\$4,018
			each add'l \$10,000 or fraction thereof	\$1,875
	\$	100,001	base fee at \$100,000	\$13,391
			each add'l \$10,000 or fraction thereof	\$469
	\$	500,001	deposit	\$32,139
5	Encroachment Permit		[1]	
	Minor Frontage Improvements such as sidewalk, curb, gutter, driveway	each		\$482
	Utility connections, excavations, potholing	each		\$804
	Temporary closure of sidewalk, bike/vehicle lane(s), street	each		\$804
	Any other work encroaching into the public right-of-way	each		\$804
	Street Cut Fee	each		\$804
6	Encroachment Permit - Other		[1]	
	Debris Box / Temporary Storage	per week		\$1,071
	Traffic Control Plan Review	per street		\$1,071
	Traffic Control Field Inspection/Monitoring	per day		\$1,071
7	Final Parcel Map / Tract Map			
	Parcel Map (4 Lots or Less) - City Admin Cost (consultant costs are passed through to applicant)	each		\$4,018
	Tract Map (5 or More Lots) - City Admin Cost (consultant costs are passed through to applicant)	each		\$5,357
8	Certificate of Compliance / Street Right-of-Way (ROW) Vacation			
	Certificate of Compliance	each		\$4,018
	Street ROW Vacation	each		\$4,018

City of East Palo Alto  
Engineering Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
9	Transportation Permit			
	Single Trip	per trip		\$17
	Annual	yearly		\$96
10	Administrative Fees			
	Request for Letter (e.g. Flood Hazard Letter)	each		\$268
	Bond Administration and Release	each		\$268
	Job Card Replacement	each		\$268
	4th and Subsequent Plan Review Fee	each		\$804
	Re-inspection Fee	each		\$804
	After-Hours Inspection (minimum 4 hours)	hourly		\$302
<b>Planning Application Review / Support</b>			[1]	
1	Tentative Maps (4 lots or less)	each		\$2,678
2	Tentative Maps (5 lots or more)	each		\$4,018
3	Tentative Map Extension / Modification	each		\$1,339
4	Design Review - Administrative	each		\$1,339
5	Architectural Supervision	each		\$535
6	Second Unit Permit	each		\$535
7	General Plan Amendment	each		\$1,606
8	Planned Unit Development	each		\$4,018
9	Zone Change / Text Amendment	each		\$535
10	Tree Removal Permit	each		\$535
11	Use Permit (all types)	each		\$535
12	Zoning Relief (all types)	each		\$535
13	Initial Study	each		\$1,339
14	EIR	each		\$2,678
15	Mitigation Monitoring (per measure)	each		\$535
16	Hourly Pre-Application	each		\$268
17	Lot Line Adjustment	each		\$4,018
18	Lot Line Merger	each		\$4,018

**City of East Palo Alto**  
**Engineering Division**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>Building Plan Review / Support</b>			[1]	
1	Minor Residential Improvement	each		\$322
2	TI (Tenant Improvement) or Addition of square feet	each		\$535
3	New SFD (Single Family Dwelling)	each		\$1,071
4	New Multifamily or Commercial	each		\$2,143
5	Encroachment Permit - Fence	each		\$535

**[Notes]**

[1] Up to 3 plan review submittals included. Additional Fee will be charged for 4th and subsequent reviews.

[2] All Public Improvement projects over \$500,000 in value or Grading projects larger than 501 cubic yards will be recovered on a deposit and time and materials billing system, per the PW Director's discretion. Overtime rate to be charged in inspections performed after hours, minimum 4 hours.

**City of East Palo Alto**  
**Environmental Services Program**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>NPDES</b>				
1	BMP Inspection			
	2,500 to 10,000 square feet	each		\$288
	10,001 square feet to 1 acre	each		\$721
	1 acre to 5 acres	each		\$2,160
	Each additional acre >5 acres	per acre		\$202
2	Grading Inspection for Construction BMPs	per 10,000 s.f.		\$144
3	C.4 Inspection			
	Low Priority	each		\$144
	High Priority	each		\$360
4	Discharge Inspection			
	Initial Inspection (3 hours)	each		\$431
	Each additional hour	hourly		\$144
	Monitoring, Sampling or Testing, Lab analysis, cost, and rental equipment charges	deposit		Actual Cost
5	Illicit Discharge Clean-Up in the Public Right-of-Way			
	Initial Inspection (3 hours)	each		\$431
	Each additional hour	hourly		\$144
6	Vacant Property inspections, illegal dumping, encampments, etc.	each		\$288
7	Administrative Citation, Minor discharge (inert substance)	each	[1]	\$107
8	Administrative Citation, Major Discharge (non-inert substance, per storm drain impact)	each	[1]	\$1,069
9	Other Services not Listed	hourly		\$144
<b>Support to Planning Fees</b>				
1	Stormwater Design Review			
	Single Family	each		\$37
	Other			
	2,500 to 10,000 square feet	each		\$288
	10,001 square feet to 1 acre	each		\$721
	1 acre to 5 acres	each		\$2,160
	Each additional acre >5 acres	per acre		\$505
2	Water Efficiency Landscape Ordinance Plan Review			
	80% or more low-to-no water use	per acre		\$216
	80% or less low-to-no water use	per acre		\$865

**City of East Palo Alto**  
**Environmental Services Program**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
3	Solid Waste Enclosure Design Review			
	Single Family	each		\$37
	Other			
	2,501-5,000 sf	each		\$37
	5,000 sf or more: restaurant, auto, retail, nursery, & other high pollutant potential	each		\$72
	10,000 sf- 1 acre, all other	each		\$144
	1 acre or high concern projects	per acre		\$288
4	Each Additional Plan Review after first three reviews	hourly		\$144
5	Environmental Impact Studies (EIR)	each		\$721
<b>Support to Building Fees</b>				
1	Stormwater Design Review			
	Single Family	each		\$37
	Other			
	2,500 to 10,000 square feet	each		\$288
	10,001 square feet to 1 acre	each		\$865
	1 acre to 5 acres	each		\$2,160
	Each additional acre >5 acres	per acre		\$505
2	Water Efficiency Landscape Ordinance Plan Review			
	80% or more low-to-no water use	per acre		\$431
	80% or less low-to-no water use	per acre		\$1,441
3	Solid Waste Enclosure Design Review			
	Single Family	each		\$37
	Other			
	2,501-5,000 sf	each		\$72
	5,000 sf or more: restaurant, auto, retail, nursery, & other high pollutant potential	each		\$144
	10,000 sf- 1 acre, all other	each		\$288
	1 acre or high concern projects	per acre		\$431
4	Each Additional Plan Review after first three reviews	hourly		\$144

**[Notes]**

[1] Penalty Charge

City of East Palo Alto  
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>BUILDING PERMIT AND PLAN CHECK FEES</b>				[1]
<b>1</b>	<b>Processing Fee</b>	flat		\$303
<b>2</b>	<b>Building Plan Check - Single Family Residential</b>			
\$	5,000	base fee up to \$5,000		\$202
\$	5,000	base fee at \$5,000		\$202
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$20.19
\$	25,000	base fee at \$25,000		\$606
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$8.08
\$	50,000	base fee at \$50,000		\$808
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$8.08
\$	100,000	base fee at \$100,000		\$1,212
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$3.03
\$	500,000	base fee at \$500,000		\$2,423
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$1.91
\$	1,000,000	base fee at 1,000,000	[2]	\$3,383

City of East Palo Alto  
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>3</b>	<b>Building Permit/Inspection - Single Family Residential</b>		[5]	
\$		5,000	base fee up to \$5,000	\$202
\$		5,000	base fee at \$5,000	\$202
	each additional \$1,000 or fraction thereof		each add'l \$1,000	\$20.19
\$		25,000	base fee at \$25,000	\$606
	each additional \$1,000 or fraction thereof		each add'l \$1,000	\$0.00
\$		50,000	base fee at \$50,000	\$606
	each additional \$1,000 or fraction thereof		each add'l \$1,000	\$16.15
\$		100,000	base fee at \$100,000	\$1,414
	each additional \$1,000 or fraction thereof		each add'l \$1,000	\$6.56
\$		500,000	base fee at \$500,000	\$4,039
	each additional \$1,000 or fraction thereof		each add'l \$1,000	\$5.25
\$		1,000,000	base fee at 1,000,000	\$6,664
			[2]	

City of East Palo Alto  
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>4</b>	<b>Building Plan Check - Commercial/Multi-Family/Industrial</b>			
\$	5,000	base fee up to \$5,000		\$202
\$	5,000	base fee at \$5,000		\$202
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$22.44
\$	50,000	base fee at \$50,000		\$1,212
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$56.55
\$	100,000	base fee at \$100,000		\$4,039
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$15.15
\$	500,000	base fee at \$500,000		\$10,097
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$100.97
\$	1,000,000	base fee at 1,000,000		\$15,146
	each additional \$10,000 or fraction thereof	each add'l \$10,000		\$31.19
\$	10,000,000	base fee at \$10,000,000	[3]	\$43,215



City of East Palo Alto  
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>5</b>	<b>Building Permit/Inspection - Commercial/Multi-Family/Industrial</b>		[5]	
\$	5,000	base fee up to \$5,000		\$202
\$	5,000	base fee at \$5,000		\$202
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$13.47
\$	50,000	base fee at \$50,000		\$808
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$12.12
\$	100,000	base fee at \$100,000		\$1,414
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$14.64
\$	500,000	base fee at \$500,000		\$7,270
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$145.40
\$	1,000,000	base fee at 1,000,000		\$14,540
	each additional \$10,000 or fraction thereof	each add'l \$10,000		\$83.69
\$	10,000,000	base fee at \$10,000,000	[3]	\$89,863

City of East Palo Alto  
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>MISCELLANEOUS FEES - FLAT RATE PERMITS</b>				
<b>1</b>	<b>Demolition</b>	flat		\$505
<b>2</b>	<b>Commercial Demolition</b>			Refer to Valuation Table
<b>3</b>	<b>Door/Window Replacements (up to 20 Windows)</b>			
	Up to 4 Windows	flat		\$404
	More than 4 and up to 20 Windows	flat		\$505
	Greater than 20 Windows			Refer to Valuation Table
<b>4</b>	<b>Fences</b>			
	Over 7 ft - 64 l.f.	flat		\$303
	Over 7 ft - each additional 16 l.f. over 64 l.f.	each		\$50
	CMU fence			Refer to Valuation Table
<b>5</b>	<b>Photovoltaic Systems (Solar Systems)</b>		[4]	
	Solar - Residential	each		\$404
	Per kW above 15kW	each		\$5
	Solar - Commercial (Up to 50 kW)	each		\$808
	Per kW between 51kW - 250kW	each		\$7
	Per kW above 250kW	each		\$5
<b>6</b>	<b>Property Research/Site Inspection for Business License</b>	each		\$505
<b>7</b>	<b>Re-roof - Residential</b>			
	Non-structural up to 10,000 sq. ft.	flat		\$404
	Structural or Non-structural greater than 10,000 sq. ft.			Refer to Valuation Table
<b>8</b>	<b>Electric Vehicle Charging Station (Residential)</b>			
	Residential	flat		\$182
	Commercial			Refer to Valuation Table

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>MECHANICAL, PLUMBING, ELECTRICAL PERMIT FEES</b>				
1	<b>Water Heaters and Residential Commodes</b>	each		\$134
2	<b>Residential/Simple Standalone MPE Permit (fee includes up to 3 from the list below)</b>	per project		\$187
	<p><b>Simple Mechanical Items:</b></p> <ul style="list-style-type: none"> <li>Addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system.</li> <li>HVAC change out - existing dwelling</li> <li>Air-handling unit over 10,000 CFM</li> <li>Evaporative cooler</li> <li>Ventilation fan connected to a single duct</li> <li>Hood and duct system</li> <li>Duct systems</li> <li>Miscellaneous mechanical (wall furnace, condensing units, gas outlet/gas test, etc.)</li> <li>Other simple mechanical</li> </ul> <p><b>Simple Electrical Items:</b></p> <ul style="list-style-type: none"> <li>Receptacle, switch, and lighting outlets</li> <li>Lighting fixtures</li> <li>Pole or platform-mounted lighting fixtures</li> <li>Theatrical-type lighting fixtures or assemblies</li> <li>Residential appliances</li> <li>Appliances not exceeding one horsepower (HP), kilowatt (KW), or kilovolt-ampere (KVA), in rating</li> <li>Busways</li> <li>Trolley and plug-in-type busways - each 100 feet or fraction thereof</li> <li>Signs, outline lighting, and marquees</li> <li>Signs, outline lighting, or marquees supplied from one branch circuit</li> <li>Services of 600 volts or less and not over 400 amperes in rating</li> <li>Miscellaneous apparatus, conduits, and conductors</li> <li>Residential solar photovoltaic systems</li> <li>Residential swimming pools</li> <li>Portable generators less than 10,000 W</li> </ul>			

City of East Palo Alto  
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
	Temporary power panel/service			
	Temporary power pole			
	Other simple electrical			
	<b>Simple Plumbing Items:</b>			
	Plumbing fixtures			
	Building sewer			
	Rainwater systems			
	Water heater			
	Industrial waste pretreatment interceptor			
	Water piping and/or water treating equipment			
	Repair or alteration of drainage or vent piping			
	Lawn sprinkler systems			
	Backflow devices			
	Atmospheric-type vacuum breakers			
	Gas test			
	Gas outlets			
	Solar water systems			
	Other simple plumbing			
<b>3</b>	<b>Complex/Commercial Standalone MEP Permits</b>			Refer to Valuation Table

City of East Palo Alto  
 Building Services Division

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>ADDITIONAL PLAN REVIEW / INSPECTION SERVICES</b>				
1	Alternative Means and Methods	hourly		\$202
2	Extension Requests for Building Permits	hourly		\$202
3	Replacement of Job Card (Building Permit Card)	hourly		\$202
4	Deferred Submittals	hourly		\$202
5	Inspection Supplemental Fee (Projects that require more inspections than average, the Building Official may charge additional inspection fees)	hourly		\$202
6	Accessibility Hardship Exemption	hourly		\$202
7	Additional Plan Check required by changes, additions, or revisions to plans	hourly		\$202
8	Appeals	each		\$534
9	Certificate of Occupancy	each		\$404
10	Fire Damage Inspection	each		\$642
11	Inspections outside of normal business hours	hourly (2 hr min)		\$229
12	Pre-Site Inspection / Re-inspection - SFD	each		\$202
13	Pre-Site Inspection / Re-inspection - Other than SFD	each		\$303
14	Records Research	per 30 minutes		\$101
15	Re-inspection	hourly		\$202
16	Written Interpretation of Building Code	each		\$404

**City of East Palo Alto**  
**Building Services Division**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>PLANNING OR ENGINEERING PROJECT REVIEW BY THE BUILDING DIVISION</b>				
1	<b>Tentative Map Review</b>	each		\$202
2	<b>Final Maps (up to 25 lots)</b>	each		\$202
3	<b>Final Maps (&gt;25 lots)</b>	each		\$303
4	<b>Design Review</b>	each		\$404
5	<b>Temporary Use Permit</b>	each		\$303

**[Notes]**

- [1] Includes MPE fees when in combination with a Building Permit
- [2] All projects over \$1,000,000 in value will be recovered on a deposit and time and materials basis, per the Building Official's discretion. Overtime rate to be charged on inspections performed after hours, minimum 2 hours.
- [3] All projects over \$10,000,000 in value will be recovered on a deposit and time and materials billing system, per the Building Official's discretion. Overtime rate to be charged on inspections performed after hours, minimum 4 hours.
- [4] Fees shall not exceed the amounts as stated in GC 66015.
- [5] Permits over \$100k in valuation are subject to a 25.3% General Plan Update Surcharge.

**City of East Palo Alto**  
**Police Department Fes**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>POLICE FEES</b>				[1]
1	Fingerprinting (livescan)	each	[1]	\$23
2	Vehicle Release		[2]	
	During Regular Business Hours	each		\$23
	During Nights or Weekends or Holidays	each		\$135
	Tow Company Cost	each		Actual Cost
3	Repossession - Verification Fee	each	[6]	\$15
4	Proof of Correction Citation - Sign-off	each	[7]	\$25
5	Clearance Letter	each		\$15
6	Permit Review - Private Security Company	each		\$333
7	False Alarm Response - (charge is per response after first two responses within a single calendar year)	per officer	[3]	\$60
8	Loud Party Response - (charge is per response after first response in one calendar month)	per minute / per officer / per dispatcher	[4]	\$4
9	Assistance to Planning Division - Security Plan Review for New Business	each		\$428
10	Redaction Services - Body Worn Camera Video (City Staff)	hourly - min 1 hr.	[5]	\$269
11	Redaction Services - Body Worn Camera Video (Contractor)			
	City Processing	each		\$119
	Consultant Cost	each		Actual Cost
12	Officer Support of City Special Events	each		\$119

**[Notes]**

- [1] Plus pass-through of any outside agency fees (e.g. Department of Justice fees).
- [2] Towing fees are paid separately.
- [3] Fee waived for first two responses per calendar year.
- [4] Fee waived for first response per 120 days.
- [5] Redaction Services which take longer than 1 hour will be charged at actual cost of time & materials.
- [6] Fee capped at \$15 per Section 28 of the Vehicle Code.
- [7] Fee capped at \$25 per Section 68084 of the Government Code.

**City of East Palo Alto**  
**Community Services Division**

Fee No.	Fee Name	Fee Unit / Type (Flat / Deposit / Hourly)	Notes	Recommended Fee Level / Deposit
<b>COMMUNITY SERVICES FEES</b>				
<b>1</b>	<b>Special Event Permit - Application Processing</b>		[4]	
	Category 1 Events		[1]	\$55
	Category 2 Events		[2,5]	\$169
	Category 3 Events		[3,5]	\$454
	Police - Alcohol Distribution	per event		\$60
<b>2</b>	<b>Special Event Permit - On-Site Event Support</b>			
	Community Services Staff - Business Hours	hourly		\$218
	Community Services Staff - After Business Hours	hourly		\$236
	Other City Departments	hourly		See Department Fee Schedules
	Fire / County Health Department	hourly		See Agency Fee Schedule
<b>3</b>	<b>Building Facility Rental Fees</b>			
	City Council Chambers			Not Available for Rental
	Community Room (at City Hall)	hourly - minimum 2 hours		\$16
	Cooley Landing	hourly - minimum 2 hours	[4]	\$81
	Senior Center		[6]	\$16
<b>4</b>	<b>Park Facility Rental Fees</b>			
	All Locations - rental of park, pavilion, or barbeque areas for special events	hourly - minimum 2 hours		\$16

**[Notes]**

- [1] Small gatherings of less than 50 attendees (no Alcohol) - No outside review needed
- [2] Small gatherings of less than 50 attendees (no Alcohol) or Large gatherings of more than 50 attendees - Review by Police needed
- [3] Block Party, Community Event, Parade/Street Closure - Review by Police, Fire, Building, Engineering, Environmental Services needed.
- [4] Cooley Landing subject to \$500 cleaning deposit.
- [5] May also be subject to Fire fee.
- [6] Limited Availability



City of East Palo Alto  
Development Impact

Fee No.	Fee Name	Unit / Data Input Required	Notes	Recommended Fee Level / Deposit
<b>Development Impact Fees &amp; In-Lieu Fees</b>				
<b>1 Housing</b>				
	Commercial Linkage (Office/Medical/R&D)	Square Foot		\$12.81
<b>2 Parks and Trails</b>				
	Detached ADU	Dwelling Unit	[1,2]	\$1,885.61
	Other Non-Residential	Peak Service Population		\$1,047.18
	Single-Family	Dwelling Unit (Rental)		\$4,714.61
	Townhouse	Dwelling Unit (Rental)		\$4,714.61
	Multi-Family Housing	Dwelling Unit (Rental)		\$3,247.64
	Office/Research & Development	Square Foot		\$1.32
	Industrial	Square Foot		\$0.52
	Retail	Square Foot		\$0.87
<b>3 Public Facilities</b>				
	Detached ADU	Dwelling Unit	[1,2]	\$3,306.96
	Single-Family	Dwelling Unit		\$8,267.96
	Townhouse	Dwelling Unit		\$8,267.96
	Multi-Family Housing	Dwelling Unit		\$5,695.63
	Other Non-Residential	Peak Service Population		\$1,837.71
	Office/Research & Development	Square Foot		\$2.29
	Industrial	Square Foot		\$0.93
	Retail	Square Foot		\$1.52
<b>4 Storm Drainage</b>				
	Detached ADU within RBD	Dwelling Unit	[1,2,3]	\$2,208.45
	Single-Family within RBD	Dwelling Unit	[3]	\$5,521.10
	Detached ADU outside RBD	Dwelling Unit	[1,2,3]	\$1,277.61
	Single-Family outside RBD	Dwelling Unit	[3]	\$3,194.03
	All other Land Uses within RBD	Impervious acre	[3]	\$138,027.50
	All other Land Uses outside RBD	Impervious acre	[3]	\$79,850.62
<b>5 Transportation</b>				
	Detached ADU	Dwelling Unit	[1,2]	\$1,075.70
	Single-Family	Dwelling Unit		\$2,689.83
	Townhouse	Dwelling Unit		\$2,689.83
	Multi-Family Housing	Dwelling Unit		\$2,024.79
	Other Non-Residential	PM Peak Hour Vehicle Trips & Internal Trips Percentage		\$7,868.71
	Office/Research & Development	Square Foot		\$8.36
	Industrial	Square Foot		\$5.45
	Retail	Square Foot		\$8.36

**City of East Palo Alto  
Development Impact**

<b>6 Water Capacity</b>		
Single-Family	Dwelling Unit	\$9,293.47
Townhouse	Dwelling Unit	\$9,293.47
Multi-Family Housing	Dwelling Unit	\$5,719.58
Detached ADU	Dwelling Unit [2]	\$5,719.58
Other Non-Residential	Meter Size - 3/4"	\$13,582.59
Other Non-Residential	Meter Size - 1"	\$22,637.65
Other Non-Residential	Meter Size - 1.5"	\$45,276.45
Other Non-Residential	Meter Size - 2"	\$72,441.62
Other Non-Residential	Meter Size > 2", Gallons Per Day	\$35.74

**[Notes]**

Fee is exempt for Accessory Dwelling Units (ADUs) equal to or smaller than 750 square feet.

- [1] For ADUs greater than 750 square feet, fee proportional.  
Proportion allocated on square footage of ADU relative to primary residence.
- [2] The lesser of this amount or the maximum allowed by law.
- [3] RBD - Ravinswood Business District